

MEMORANDUM

TO: State Board of Education

FROM: Linda Warner, Director
Division of Adult Education

RE: Approval of Allocations for Adult Education
Spring Term 2008

DATE: November 30, 2007

Under the provisions of 511 IAC 11-3-6, the State Board of Education shall provide each participating school corporation with an estimated amount of reimbursement it can expect to receive for the funding period. Upon approval by the State Board, the Division of Adult Education will notify each participating school corporation of its approved allocation level for Spring Term 2008 (February 1, 2008 – June 30, 2008).

The estimated amount available for Spring Term 2008 is **\$6,085,307.94**. The recommended adult education program allocations are based upon:

- (1) the anticipated 2008 state appropriation for adult education,
- (2) pre-established base amounts for participating school corporations, and
- (3) enrollments for the previous year.

From the allocations local school corporations may reimburse adult education teacher salaries. A maximum of 15 percent of the allocation may be used for administrative and support costs if the number of instructional hours is maintained at the level of the previous year. Approximately one percent of the total appropriation is set aside each term for correcting errors and meeting unanticipated short-term needs.

The Division of Adult Education requests that the State Board of Education approve the proposed allocations for Spring Term 2008. Thank you.

Attachment: Approval of Allocations for Adult Education, Spring Term 2008